

Neighborhood Enhancement Project

871 W. Mason Street, Green Bay, WI 54303

The Redevelopment Authority (RDA) of the City of Green Bay is requesting proposals for purchase and rehabilitation of 871 W. Mason Street, Green Bay, WI 54303. The goal of this project is to rehabilitate and convert this residence for single-family owner-occupancy. Proposals submitted must meet the guidelines as described below. **Proposals must be submitted to the Office of the Redevelopment Authority by the second to last Wednesday of each month in order to be considered for selection at the following month's RDA meeting.** Staff will review each proposal submitted and will rank them based on the grading scale below. The RDA reserves the right to deny any proposal based on the score received, as determined by the staff of the City of Green Bay.

Information	
Assessed land value*	\$13,400
Assessed house value*	\$66,100
Total Assessed value*	\$79,500
Fair Market value*	\$46,500
Parcel Number	2-450
Lot Size	52' X 122'
Building Sq. Footage	1,646 SF
Age of Building	92 years
Style	Old style 4 Bedrooms – 2 Bathroom
Present Use	Multi-family house.

*Estimated values

A building walkthrough will be required for any developer who wishes to submit a proposal for this project. Each developer will be allowed a single, one hour walkthrough. Arrangements should be made at this time for any sub-contractors or interested parties to attend. Developers may request a walkthrough by emailing the contact information below or calling 920-448-3354.

For your proposal, please provide the following information as well as any other information you feel is pertinent:

- Provide the developer's name, address, telephone number and email address.
- Describe the project. Provide a scope of work listing items to be rehabilitated and the type of materials to be used. (At this time it is understood that the plans are preliminary.) Quality materials should be utilized for project and should be medium to high grade in nature. Scope of work should also include yard and landscaping plans. Property will need to be code compliant when complete. A list of currently known violations, per the City of Green Bay, is attached.
 - The development should be compatible with the scale and character of the existing neighborhood. Things such as siding and exterior trim must be consistent, in design, with the greater neighborhood architecture. Proposals should reflect careful evaluation of the project's relationship to the adjacent residential neighborhood.

- State the estimated rehab investment costs as well as expected sales price for completed project. Developer should provide a budget for rehab costs. This should include a detailed and comprehensive breakdown of all costs as well as an assessed need for grant funding*. Grant funding will be available to draw at agreed upon intervals throughout the duration of the project. Developer will be responsible for the costs of obtaining all building permits. **There is no purchase price** required for this property.
- Developer must provide a timetable for the rehabilitation activities including start and completion dates as well as a final goal for attaining occupancy of the property. Briefly discuss other projects (if any) that may limit the developers ability to complete this project in a timely manner.
- Proposals should identify planned sources of financing for site acquisition and rehabilitation costs of the project. Attach any proof of funding sources; i.e. bank statements, loan approvals, etc.
- Explain the developer's qualifications and related experience in rehabilitating properties. Discuss how the property will be marketed. Provide any examples of previous projects that may relate to this type of rehabilitation. Provide a list of contractors/ subcontractors to be used for this project.

Selection Criteria will be graded as follows:

Factor	Point Value Up to
Investment	40
Structural analysis	(4)
Layout	(4)
HVAC & utility analysis	(4)
Interior finishes	(4)
Exterior & landscaping	(4)
Expenses*	(4) x4
Expected sale price	(4)
Capacity	8
Time to complete	(4)
Ability	(4)
Financials	4
Funding sources	(4)
Experience	8
Marketing strategy	(4)
Previous projects	(4)
Total Points	60

Grading scale: Exceptional Substandard
4 3 2 1 0
A B C D F

*The assessed need for grant funding will be evaluated against the total expenses for the project. This will be graded at a x4 multiplier. Amount of grant funding should be appropriately balanced with the scope of the project.

City of Green Bay staff will contact developers once a proposal is selected. Upon selection of a proposal, City staff will present the proposal to the RDA for final approval. A development agreement will be executed between the RDA and the chosen developer following the approval.

Questions and comments shall be submitted in written form or emailed to the contact information provided below. No questions will be answered by phone.

Contact: Ken Rovinski, kennethro@greenbaywi.gov

Mailing address:

**100 N Jefferson Street, Room 608
Green Bay, WI 54301**

VIOLATIONS NOTICE:

General

- Front porch and steps will require resurfacing and replacement of structural members if necessary.
- Engineer shall evaluate the 1st floor structural systems, floor joists, existing wood beam system, and their transfer to the earth from the foundation system, for all required repairs.
- Remove drywall on 1st floor ceiling to evaluate and make repairs to the 2nd floor's structural system.
- 2nd floor interior circulation shall meet the requirements for headroom to the bathroom, ceiling and stairway requirements.
- Existing masonry Chimney shall be removed or lined.
- Garage roof shall be removed and replaced, and the dwelling unit shall have fire separation per SPS 321.
- Eliminate 2nd floor kitchen.

Plumbing/ HVAC

- Replace entire heating system from gravity style furnace to new system.
- Clean all ductwork since gravity heat does not circulate air and the ducts tend to accumulate large amounts of dust and debris.
- Evidence that 2nd floor bathroom was added without inspections. Verify code compliance with certified plumber. There may be some structural damage as a result of holes being drilled for plumbing the 2nd floor bathroom. Due to ceiling heights it may be best to eliminate the bathroom.
- Replace all water distribution, sump piping, drain and waste piping in the basement. Much of it is not compliant and wasn't at the time it was installed.
- Have the sanitary sewer lateral televised and submit a copy of the video to City staff.
- Have a certified plumber go through and make sure all of the fixtures are operating properly.

Electrical

- New service required. Upgrade all grounding and bonding. Old 60 Amp cloth covered SE cable currently exists.
- Several receptacles are wired incorrectly or have no grounding. All receptacles need to be evaluated for correct wiring and need to be replaced if worn. All electrical boxes need to be properly secured.
- Proper connectors for basement NM cables need to be installed where missing.
- Proper support required for all cables in basement.
- Smoke and CO shall be installed per SPS 321.
- Dryer receptacle in basement must be properly installed.